Automatic cursor movement on RETURN (Commodore -): Press the Commodore key and the '-' key at the same time, 'Direction ?' will show up on the prompt line. Press any one of the cursor direction keys (located below the RETURN key on the keyboard). The 'Direction ?' prompt will disappear from the prompt line. When any value, formula or label is entered in a cell and the user presses RETURN the cursor will move to the next cell corresponding to the direction you specified. For example if the cursor was at cell B1 and you pressed Commodore - followed by the right arrow and you then entered a value into cell B1 and pressed RETURN the cursor would automatically move to cell C1. To turn this function off press the Commodore key and the '-' key, when the 'Direction ?' prompt appears press the space bar.

Save with replace (Commodore s s): To save a spreadsheet using a filename that already exists on your data disk press the Commodore key and 's' at the same time; at the next prompt press 's' again to save then enter the filename as follows: '@0:filename'. The '@0:' preceding the filename will save the spreadsheet on the screen over the file on the disk with the same name. This will replace the procedure of first having to REMOVE the file on the disk before saving the current spreadsheet on the screen.

Cursor movement (F1, F3, F5, F7): By pressing the f3 (function key 3) with the cursor at location A1 the cursor will move one complete screen to the right, f1 moves the cursor one screen to the left, f5 moves the cursor one screen up and f7 moves the cursor one screen down. This feature makes movement around the spreadsheet much faster.

Type Mode (Commodore t): Press the Commodore key and 't' at the same time '** TYPE MODE **' will show up on the prompt line. You may now enter headings and titles across any row. You will notice when you fill a cell the cursor will automatically jump to the beginning of the next cell. Also when you press the RETURN key in TYPE MODE the cursor will move to the first cell on the next row and you may continue typing. This makes entering titles a breeze. To exit type mode press the Commodore key and 't' while in TYPE MODE.

Printer control commands (Commodore z): To send special printer instructions to your printer (enhanced printing, underlining, etc.), press the Commodore key and 'z' simultaneously then enter a printer control code one character at a time followed by pressing the RETURN key. After the last character of the command sequence has been entered press the RETURN key again. This last RETURN will tell The Spreadsheet Assistant to send the sequence to the printer. For example, to put the Okidata 92 in enhanced print mode the control sequence is 27 followed by 49. To send this to the printer through The Spreadsheet Assistant press the following sequence of keys:

Commodore z 27 RETURN 49 RETURN RETURN